

CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION
MINUTES
Tuesday, March 8, 1994

Present: Abernathy, Alexander, Allen, Baker, Haynes, Clark, Long, Duncan, Harbin, Hickman, Howard, Staggers, Kelley, Lappie, McCaskill, Moore, Brock, Nicholson, Pawlowski, Pilgrim, Pullen, Reeves, Simmons, LeMay, Sowell, Waddell, Bell, McGuirt, Warmath, Butler, Johnson, Hunnicutt, Jameson, Jones, Kleister, Bishop, Reeves, Ladd, Jarrard.

Absent: Adams, Belding, Lyda, Herrin, Massey, Simmons, Smith, Thompson

Guest Speaker Dr. Carol Bleser, President's Commission on the Status of Women at Clemson University. Dr. Bleser gave some history on the Commission and explained that this group was initiated by Bill Baron as President of the Faculty Senate. She described several issues that are facing the Commission such as: shrinking salary difference, removing occupational differences, promoting opportunity and hiring practices, adding more faculty positions, preventing sexual harassment, begin a mentoring program, discuss child care issues, improve security, add flex time options, and improve health care. Judy Nicks reported that a study is being done on gender equity among the classified staff as well as faculty.

Regarding the issue of child care - the name of the project was changed to a Child Development Research Lab to ease the fears of the City. This is an educational facility not a child development center.

The Commission wants to provide a coordinator that is available to talk to women without having to file a charge.

A brown bag luncheon will be held at the Amphitheater on April 4, 1994 to talk to the Commission about concerns and suggestions. In addition, an open forum on sexual harassment is scheduled for April 26, 1994 at 3:00 p.m.. Attendance is encouraged for both events.

Questions from the floor:

1. Please describe the mentoring program. Seven programs are established now. For example an Administrative Assistant is working with someone in the Computer Center. This is a pilot project that has only just begun.

2. What about the off-campus extension people? It might be possible to videotape these events or invite supervisors to give the staff the day off. Perhaps through telecampus? Judy Nicks asked what the stand is of the Classified Staff Commission on the issue of availability of all events to off-campus staff. Phil will take this issue forward to new Commission.

From the President: Phil thanked Dr. Bleser for attending the meeting. He announced that we'll have a contact from Planning to give us more detailed information on projects on campus. Phil then introduced Gerald Vander Mey, Campus Planner, as the second guest speaker to provide us with updated information on buildings.

Guest Speaker Gerald Vander Mey: Construction on the new Student Center will begin in April or May with major road changes. Employees will not lose spaces. This building will be one of the largest on campus. It is also the largest project dollar-wise (\$18.5 million) the campus has seen. Access to the library and other areas will be available. A guest commented that he could foresee a problem with the commuters and the shuttle system at P & A Bldg. Students using C-1 lot will not be happy with the long walk. Question: Will the employee lot at Redfern and patient parking be affected? No change. Questions: Will the main Bookstore close? No, but the main campus bookstore will become the new one.

From the President: Phil had no report from the President's Cabinet meeting except that the Conference and Golf Center have met final approval. Phil made a comment that there is NO buyout agreement for Dr. Lennon's resignation. There were agreements made in 1988 to entice Dr. Lennon to stay throughout the first CU Capital Campaign.

The rumors have begun regarding budget. Leadership at Clemson expect a cut. There are too many factors and it's too early to tell with the Legislation now in session. Phil urged all representatives to be careful what you read - rumors are everywhere.

Committee Reports:

Policy/Welfare - Stephanie Pawlowski reported that the committee had met and discussed parking. They are looking at budget centers and pay allocations and are looking at

discretionary funds and performance pay plans as well as award policies. President Lennon see performance pay as a positive way to advance for classified staff but we have to look at creative ways to fund. Representative Hickman asked if we needed to address the question about access for off campus staff to attend events on campus. The committee will review this issue for next year.

Communications - Jo Abernathy reported that the survey responses were tremendous! Five hundred staff responded and had many suggestions such as abbreviated minutes on gopher and agendas distributed ahead of time. The staff also suggested that guest speakers be announced well in advance and that the newsletter be published monthly. The Executive Board is concerned that some staff are not receiving the newsletter. The committee may take over the responsibility for mailing out the newsletter next year.

Scholarship - Cecil McCaskill announced that the annual fundraising Golf Tournament will be held in May. The committee needs help all over! A coordinator is needed to help with the hole sponsors. The date is May 21, 1994 at Table Rock. The fee to play for groups may be lower and no lunch will be provided.

The committee has met the projected goal of giving eight scholarships. A representative asked a question about non-University people playing in the tournament. Cecil responded that this is not a problem (as far as he is aware). ARA was very helpful last year in providing food but the participants didn't eat and ARA didn't charge us. Phil offered an official thank you to the Scholarship Fund Committee for their hard work and meeting the goal. Phil also suggested that we consider next year funding different things and changing funding (i.e. having discretionary funds). The new Board should consider a recommendation to change our funds.

Treasurer's Report - Lynn reported a balance of \$2200. Question was raised about using funding for mailings or postage. Lynn responded yes. Is there a deadline for using the funds? Yes, June. Kaye Hickman asked about the banner. JoAnn reported that we are continuing to ask for a logo.

Membership - Before Kay Long's report, Phil Howard commended Kay for the hard work of the membership committee. This group has accomplished much!

Kay reported that elections are completed! Janice Bishop

will serve as alternate to April Haynes. Orientation will be held for new representatives and alternates at the April 13 meeting. The box is out front for old representatives to leave their notebooks. An overview of the four standing committees will be given at the Orientation meeting. Phil encouraged alternates to participate. ALL MEMBERS SHOULD ATTEND THE APRIL MEETING!

University Committees:

Traffic/Parking - Stephanie Pawlowski reported that the information regarding Brackett and the road in front was published in Inside Clemson. The C1 and E1 lot will be consolidated for total employee parking. This will help with the 64 spaces lost during the construction of the Student Center. The 64 spots next to the Brooks Center are roped off for patrons (donors) during events. The C13 lot behind the Fire Department will have employee spaces. The commuter lots are being consolidated to provide better access to shuttle service.

Accident Review Board - Lillian Lappie - no report.

Strategic Planning - Phil Howard reported that the subcommittees have speeded up their work since Dr. Lennon's resignation. A large joint meeting of faculty, staff and students will be held at the Coliseum to discuss Strategic Planning for CU. Bill Amick, President, Board of Trustees, will attend. Classes may be suspended and offices may run on skeleton crews. Ben Morton asked if it is possible to have a pool of people available to help areas that are forced to reduce staff instead of waiting for the opening to be posted. Phil will carry the suggestion forward. Representative Mark Pullen asked about the restructuring in Ag & Nat'l Resources - classified staff were not represented. Phil urged Mark to talk with the faculty and staff in his area.

Joint City-University - Cecil McCaskill reported that he was appointed to work with the committee to handle the annual banquet. The City of Clemson will be presenting their strategic plan.

Facilities Planning - Melanie Baker reported that FMO discovered a problem with the windows in Hunter Hall. Four chillers on campus have been repaired. Johnstone Hall should be completed by the fall.

Athletic Council - Patsy Sowell reported that a gentleman from

the Anderson Independent newspaper attended their last meeting. This was the first occasion the press had attended a council meeting. The subcommittee on Campus Relations will send out a survey. Football ticket prices for non-season holders is up. Beth Jarrard of Inside Clemson reminded Commission members that all University meetings are open to the public and can be attended by the press.

Recreation Advisory - Helen Adams absent.

Telecommunications - Kaye Hickman reported that the committee voted to use the additional money to help upgrade buildings.

SCSEA - Robbie Nicholson reported that the Governor's proposal on increases for state employees has gone to the Legislature. The plan proposed by SCSEA was not supported. It is CRUCIAL to contact your legislators NOW. The Executive Board meets on Friday.

Old Business - No old business.

New Business - Nominations for officer positions were taken. No nominations received for Secretary. Lynn Reeves was nominated and accepted the nomination for Treasurer. For Parliamentarian, Lynn Belding was nominated but will have to approve the nomination since she was absent. For President Elect, Lynn Belding (again pending her consent) and Freddie Harbin were nominated.

Kaye Hickman made a motion that the Classified Staff Commission strongly support all campus seminars such as the one offered by the President's Commission on the Status of Women be made available to off-campus employees through teleconference, video-taping or other communications available. The motion was seconded, and carried with no objections.

Phil commented that Classified Staff will be involved in the screening committee for the Presidential position (although the news article did not indicate so). The Selection Committee has not been formed. Ruth Taylor, Past President, worked hard on this issue years ago and Classified Staff were promised representation.

The Fine Arts Committee is looking for a representative from the Commission for next year. Mark Pullen thanked Beth Jarrard for the copies of Inside Clemson to the extension staff.

Recorded by Teri Alexander.